



SUMMER INTERNSHIP PROGRAM

Division of Solid Waste Management

Materials Management Program

\$9.60 per hour

About the Tennessee Department of Environment and Conservation (TDEC)

The Department exists to enhance the quality of life for citizens of Tennessee and to be stewards of our natural environment by:

- Protecting and promoting human health and safety.
- Protecting and improving the quality of Tennessee's land, air, and water.
- Conserving and promoting natural, cultural and historic resources.
- Providing a variety of quality outdoor recreational experiences.

TDEC has approximately 2,900 employees working across Tennessee supported by a total budget of more than \$300 million with funding from fees for services, state parks revenue, federal sources, and the state general fund. TDEC is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. EPA to regulate sources of air pollution, radiological health issues, solid and hazardous waste, underground storage tanks, water pollution, water supply, and groundwater pollution. TDEC has a central office in Nashville and eight (8) regional offices across the state serving as the primary point of contact for their respective regions.

About the Division of Solid Waste Management

The Division of Solid Waste Management (DSWM) is responsible for protecting the health and environmental quality for all Tennesseans through responsive and effective oversight of waste management activities. DSWM activities are land-based, regulating both solid waste and hazardous waste through specialized programs and functions. These include landfill permits, hazardous waste permits, state remediation program, used oil management, lead-based paint abatement, special waste, universal waste, and annual waste reporting. DSWM also provides valuable technical and financial assistance in the recovery and management of materials for reuse and recycling supporting Tennessee's end users and manufacturers.

Summary of Position

This internship position is based in the Division Central Office in Nashville, TN located at the William R. Snodgrass Tennessee Tower. The selected candidate will work within the Division of Solid Waste Management, specifically supporting the Materials Management Program.

Potential assignment and topics include:

- Documenting trends, preparing draft reports, and collaborating with the program team on local government solid waste planning. Working with local government regional solid waste plans and materials recovery.
- Research, draft reports, and collaborates with the program team on specific solid waste infrastructure concerning the development of an integrated solid waste management system for the state.
- Development of technical, outreach, and educational tools and materials for program clients and stakeholders that support the implementation of the 2025 Plan.
- Assisting in the preparation, development and provision of workshops that explore a variety of materials management related topics.
- Update, revise and improve current grant guidance manuals that promote the program's grants to stakeholders.
- In addition to the regular assignments, interns will be encouraged to attend regulatory board meetings, observe a state legislative committee's meeting if available, complete field visits with division staff, observe and participate in cross function site visits.

Knowledge, Skills and Abilities

The successful candidate will have a demonstrated ability to perform in the following areas in a fast past program environment:

- Customer Service/Communication
- Statistical Analysis
- Technical Writing
- Research and Journal Literature Review
- Knowledge of graphic arts, brochure design and photography preferred
- Social Media Outreach
- Presentations and Public Speaking

Education / Experience:

Currently enrolled in a college or university in a field such as environmental science, physical sciences (e.g. physics, chemistry, geology, meteorology), ecology, sustainability or applied science in sustainability, life sciences (e.g. biology, microbiology, health physics or biophysics), environmental health, pre-medicine, engineering or other acceptable science or natural resource related program. Candidates must receive college credit for internship program and may be either undergraduate or master's level student.

Supervision:

All interns will have a primary supervisor who will be generally responsible for assigning work, providing feedback on performance, and sharing information on opportunities for additional engagement with the department. Additional staff will supervise interns on specific projects in collaboration with the primary supervisor. There will also be opportunities to interact with other

interns and members of the Division of Solid Waste Management that include Environmental Scientists, Engineers, Consultants and Fiscal Representatives.

All interested candidates should submit via email (**TDEC.Careers@tn.gov**) resume, cover letter, and contact information for internship coordinator at their college or university. Additional questions regarding the position should be sent to TDEC.Careers@tn.gov.

Beth Smith, Director

Office of Talent Management

Tennessee Department of Environment and Conservation

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TDEC is an AA/EEO/ADA equal opportunity employer.